

# National Imagery and Mapping Agency

*Visit our home page at [www.nima.mil](http://www.nima.mil).*

Our Mission:

NIMA provides timely, relevant, and accurate  
Geospatial Intelligence in support of national security.

Our Vision:

*Know the Earth...Show the Way*

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## VACANCY ANNOUNCEMENT

Announcement Number: 035700

Opening Date: July 14, 2003

Closing Date: August 1, 2003

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POSITION TITLE & SERIES: Geospatial Analyst, NI-03 or NI-04

PAY BAND & SALARY RANGE: Band 03 \$42,976 - \$70,395  
Band 04 \$61,251 - \$98,924

DUTY STATION: Yokosuka

AREA OF CONSIDERATION: All Sources

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NOTE: Selected personnel will be transferred under Permanent Change of Station (PCS) for a minimum of three years with a possible two-year extension.

### ASSIGNMENT DESCRIPTION

Geospatial Analysts research, assess, integrate, manipulate, exploit, extract, and analyze digital imagery (full spectrum literal and non-literal), geospatial databases, intelligence databases (Multi-INT), and various ancillary sources. They use understanding of remote sensing, spatial (spatio-temporal) analysis, GIS, intelligence issues, and background in the social or physical sciences to characterize events, discover relationships and trends, to infer conclusions, to enable descriptive and predictive behavior, and to communicate these results, their meaning and significance as multi-source geospatial intelligence. The analytical focus may be functional, regional, or technical supporting Imagery and Geospatial Community (IGC) internal and external, DoD and National policy customers. They develop substantive knowledge of intelligence issues and professional relationships to better understand colleagues, customer mission, issues, and requirements. They also serve as a consultant on visualization techniques.

ADDITIONAL INFORMATION PROVIDED BY SELECTING OFFICIAL: PACP is looking for an experienced and independent geospatial analyst to support the PACOM NST and serve as the NIMA GA representative to COMSEVENTHFLEET. Position requires an individual who is capable of working independently with limited supervision and who has a strong understanding of military command structure and a willingness to engage customers. Selected individual will provide subject matter technical expertise towards supporting COMSEVENTHFLEET plans, operations, exercises and other COMSEVENTHFLEET sponsored missions involving geospatial intelligence expertise. Selected individual will have additional opportunities to working with a variety of COMSEVENTHFLEET components, COMNAVFORJAPAN and USFORJAPAN and local travel is required. Selected individual will be required to ride ship for extended periods to exceed 30 days, of which may be physically demanding. Applicant needs to have a strong knowledge of Geospatial and Imagery Intelligence products and have the ability to integrate these products with customer's information to produce customized Geospatial Intelligence Information. Knowledge of GIS and Remote Sensing Software, Commercial Joint Mapping Tool Kit (CJMTK) and Navy Fires Network GIS based systems and Geospatial display software such as C2PC and Falconview is highly desired.

Selected individual will undergo a specialized pre-deployment training/orientation period. Following training, selected individual will be transferred under Permanent Change of Station (PCS) to the respective customer site for an initial period of three years. Extension/renewal may extend at the discretion of the NST Chief and per the NIMA NST CONOP. At the completion of their tour, individual will rotate back to NIMA. PPSN will assist in identifying returning positions in Bethesda or St. Louis.

### MANDATORY QUALIFICATIONS

#### Skills

Organizational Representation; Customer Service; Oral Communication; Leadership; Process Improvement; Teaching/Training Delivery; Customized Product Generation (GA); Research and Information Gathering (GA); Data Analysis and Evaluation(GA); Geospatial Data Reformat and Conversion (GA); Photo Interpretation (GA); Customer Information Analysis (GA); Visualization (GA); Spatial Analysis

### DESIRABLE QUALIFICATIONS

### Skills

Digital Imagery Processing (GA); Extraction and Attribution (GA); Application Engineering Development, Testing, & Evaluation; Geographic Network Analysis

### Knowledges

Geographic Information System (GIS) data file formats (e.g., ARC/INFO, ERDAS); NIMA data file formats (e.g., DTED, VPF, CIB, ADRG); Imagery and Geospatial products; Analytical geospatial problem-solving techniques

### Education/Experience

Bachelor's degree in one of the following disciplines, or other closely related discipline, which included at least 3 semester credits in GIS: geography (physical, demographic), civil engineering (photogrammetry, geodesy), remote sensing, information science, physical science (geology, hydrology, meteorology), cartography, mathematics and statistics, philosophy (logic), cognitive science (perception and visual communication), or targeted social science. OR Thirty semester hours of coursework in any combination of the above disciplines including at least 3 credits in GIS AND at least one year technical experience with analysis and GIS tools at a relevant level of proficiency.

**NARRATIVES REQUIRED:** The following request for narratives will supplement the information contained in the applicant's resume. Applicants must submit a two-page narrative on the following KSAs. Entire narrative CANNOT exceed two pages. Pages exceeding the two-page limit will not be considered. Provide specific examples of practical experience with:

1. GIS applications (ESRI & ERDAS: software and knowledge of products);
2. System administration/Database Management (UNIX, NT, WINDOW 2000);
3. Direct customer interaction, verbal and written, with minimal supervision.
4. Knowledge of NIMA products including imagery (especially digital products).

### PHYSICAL/ENVIRONMENTAL REQUIREMENTS

Specific visual requirement; Both eyes required; Depth perception

### SPECIAL INFORMATION

- XX Two Year Probationary Period
- XX U.S. Citizenship Required
- XX Position Subject to Drug Testing
- XX Security Clearance Required
  - \_\_\_ Secret
  - XX Top Secret
  - XX Sensitive Compartmented Information
- XX Polygraph Test Required
- XX Direct Deposit Required (Condition of Employment)
- \_\_\_ Physical Examination Required
  - \_\_\_ Color Vision Required
  - \_\_\_ Stereoscopic Vision Required
- XX Permanent Change of Station (PCS) includes travel/transportation expenses (pending available funds)
- \_\_\_ Shift Work
- \_\_\_ Safety Gear/Equipment
- \_\_\_ Financial Statement Required
- \_\_\_ Travel Required
  - XX Occasional
  - \_\_\_ Frequent
  - \_\_\_ Overseas

**OTHER REQUIREMENTS:** Candidate must be willing to accept non-standard duty hours, occasional overtime, periodic travel and possible short-term deployments occasional travel.

**OCONUS NOTES:** Applicant and family members traveling overseas must pass a physical. It is the applicant's responsibility to investigate and understand the PCS rules and entitlements prior to accepting the position. For more information on the entitlements, contact the following POCs: PCS Coordinator: Ms. Shirley Dubbs, FM, (314) 260-5150 Ext 128 (DSN 490); Overseas Program Administrator: Ms. Pam Digby, HROEA, 314-260-5175 (DSN 490).

## NOTES:

1. NIMA positions are in the Excepted Service under 10 USC 1601 appointment authority. All candidates must be U.S. citizens and are subject to a thorough background inquiry and medical examination. You and your immediate family members (i.e., mother, father, brothers, sisters, spouse and children) must be U.S. citizens to obtain the required security clearances except in rare cases. Some positions may be subject to a polygraph examination. All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use prior to appointment. Employees are required to sign an agreement not to disclose, in any fashion, classified information to unauthorized persons. Participation by civilian employees in the DOD Direct Deposit/Electronic Fund Transfer of Pay Program is required.

2. NIMA IS AN EQUAL OPPORTUNITY EMPLOYER. Applicants are assured of equal consideration regardless of race, sex, age, religion, color, national origin, lawful political affiliation, marital status, sexual orientation, membership in an employee organization, or nondisqualifying physical or mental disability.

3. This agency provides reasonable accommodation to applicants with disabilities. If you need a reasonable accommodation for any part of the application and hiring process, please notify Human Resources at (314) 263-4888 or DSN 693-4888, extension 138.

4. NIMA has implemented pay banding for all former General Schedule (GS) employees. The NIMA system consists of five pay bands and does not include regularly scheduled within grade increases. Annual performance evaluations determine the amount of increase within a pay band an employee will receive. The annual promotion process determines those employees who move to a higher band. The \*basic salary ranges and equivalent GS grade levels for the five pay bands are:

Pay Band 01	\$15214	-	\$39685	(Equivalent to GS-01 through GS-07)
Pay Band 02	\$32158	-	\$53459	(Equivalent to GS-08 through GS-10)
Pay Band 03	\$42976	-	\$70395	(Equivalent to GS-11 through GS-12)
Pay Band 04	\$61251	-	\$98924	(Equivalent to GS-13 through GS-14)
Pay Band 05	\$85140	-	\$116358	(Equivalent to GS-15)

\* These are the basic pay amounts. The Federal government has established numerous pay localities to provide locality pay adjustments that add to total pay according to geographic duty locations.

HOW TO APPLY/WHAT TO SUBMIT: In order to receive FULL consideration, all of the following documentation must be received by August 1, 2003 .

1. Chronological resume (maximum of two pages) showing SSN, Citizenship, and specific duties and specific dates pertinent to past positions held and description(s) of experience to ensure full consideration.

**(NIMA uses an automated resume referral system. SF 171/OF 612, Application for Federal Employment, will NOT be accepted).** Resumes may be emailed via the Internet to hrjobs@nima.mil. The resume must be included in the BODY of the email message, do not send the resume as an attachment. **INCLUSION OF YOUR SOCIAL SECURITY NUMBER IS MANDATORY.** See Privacy Act Statement.

2. Should any specific supplemental information be requested (normally found under paragraphs NARRATIVES REQUIRED and/or QUALIFICATIONS), submit them with your complete application package. Examples of such specific supplemental information include narrative statements.

3. Please let us know how you learned of this employment opportunity.

\_\_\_\_\_ INTERNET WEB SITE

\_\_\_\_\_ www.usajobs.opm.gov

\_\_\_\_\_ www.nima.mil

\_\_\_\_\_ www.monster.com

\_\_\_\_\_ OTHER (PLEASE SPECIFY)

\_\_\_\_\_ ADVERTISEMENT

\_\_\_\_\_ Newspaper

\_\_\_\_\_ Magazine

4. Current or former Federal employees must submit a copy of SF 50, Notification of Personnel Action that documents current/last permanent position title, series, grade, and salary. If you received a separation incentive, you must submit the SF 50 which documents the amount of the separation incentive.

5. Applicants claiming veterans' status/preference must submit a copy of DD Form 214, Certificate. Release or Discharge from Active Duty, SF 15, Application for 10-point Veteran Preference, and/or other information documenting veterans' status/preference eligibility for consideration.

All applicable documents must be submitted as a complete application package. Completed forms should be sent (or faxed 314-263-4977) to:

NATIONAL IMAGERY and MAPPING AGENCY  
ATTN: HUMAN RESOURCES/MAIL STOP L-28 (ANNCT #035700 )  
3838 Vogel Rd  
Arnold, MO 63010-6238

Commercial Telephone: 314-263-4888

DSN: 693-4888

Toll Free: 1-800-777-6104

COPIES OF VACANCY ANNOUNCEMENTS (to include qualification requirements and application procedures) ARE AVAILABLE 24 HOURS A DAY THROUGH NIMA'S FAX ON DEMAND CENTER BY CALLING TOLL FREE 1-800-777-6104. Select Option 3 and request Document #120 for a complete vacancy listing. COPIES ARE ALSO AVAILABLE BY CALLING: Human Resources at (314) 263-4888 or DSN 693-4888, extension 138. For job information 24 hours a day, 7 days a week, call Toll Free 1-800-777-6104. Users of the TDD system may use 314-263-4277 (Commercial) or 693-4277 (DSN) to access our TDD line between the hours of 8:00 a.m. and 3:00 p.m. (CST)

#### Privacy Act Statement

Authority: 5 U.S.C. sections 3301, 4118, 8347; 10 U.S.C. sections 1601-02; and Executive Orders 9397, 9830 and 12107.

Principal Purpose: This information is needed to ensure the accuracy of critical data in each employee/applicant record. The records have various uses by the agency, including screening qualifications and determining status, eligibility and rights and benefits under pertinent laws and regulations.

Routine Uses: Information may be disclosed in accordance with the routine uses established for OPM/GOVT-1, General Personnel Records, which permits disclosures to be made to the Equal Employment Opportunity Commission, the Department of Justice, to law enforcement agencies, and other Federal and state agencies.

Disclosure: Disclosure is voluntary. However, failure to provide your Social Security Number, as well as all other required information, will disqualify you from further employment consideration.

## RESUME INSTRUCTIONS

1. Include the announcement/advertisement number on each page of your resume, if appropriate.
2. Resumes that cannot be appropriately scanned and processed will be returned.
3. Limit typed resumes to 2 pages.
4. Use black ink on 8.5 x 11 inch white, bond paper. Print on one side only.
5. Do not condense spacing between letters.
6. Use minimum 1/2 inch margin (top, bottom, right, and left).
7. Must use standard typefaces, i.e., Courier, Helvetica, etc. and use 10 or 12 pitch. **DO NOT USE "TIMES" FONT.**
8. Avoid fancy treatments such as italics, underline, shadows, and reverse type (white letters on black background).
9. Type your name and social security number, i.e., John Jones - 123456789, on each page of the resume in the top left corner. **INCLUSION OF YOUR SOCIAL SECURITY NUMBER IS MANDATORY.** See Privacy Act Statement.
10. Include the country(ies) in which you have citizenship.
11. Avoid acronyms and abbreviations. If you must use them, give the full text and then use the acronym or abbreviation the first time it's mentioned.
12. Avoid vertical and horizontal lines, graphics, and boxes.

## RESUME FORMAT

NAME (First, MI, Last)  
Social Security Number (Mandatory)  
Home Address  
Home Phone  
Home Email Address  
Include the country(ies) in which you have citizenship

EMPLOYER'S NAME  
Employer's Address  
Work Phone  
Work Email Address  
Announcement Number

EXPERIENCE: (Begin with current position and list only those positions which you feel are relevant)  
ALL DESCRIPTIONS OF EXPERIENCE MUST INCLUDE THE FOLLOWING INFORMATION:

- . Employer's name and address
- . Start and end dates (month and year)
- . Hours worked per week
- . Position title, pay plan, series, and grade
- . For career ladder position experience descriptions, provide month and year promoted to the highest grade held
- . Supervisor's name and phone number
- . Identify if experience was gained from a detail or temporary promotion
- . All major tasks
- . All systems you have worked with or on
- . Any software program(s) or hardware you have used
- . Any specialized equipment used
- . Any special program(s) managed
- . Regulations, directives, technical orders, instructions, etc., you have worked with, implemented, researched or developed that are pertinent to your career path
- . All other relevant information you would like to include

Years of experience may be grouped together, if they are the same or similar in nature.  
Only experience that you believe is relevant to the positions for which you desire consideration needs to be included in your resume.

### EDUCATION:

List completed degrees (include month and year earned), major field of study, grade point average, and name of college or university. A transcript **MUST** be submitted with resumes in order to be considered for positions outside current series or series previously held. If high school is highest education completed, list the high school name and address, highest grade completed, date graduated, or date GED earned.

### TRAINING - AWARDS

List any training courses completed and awards received that you consider valuable and relevant to your career goals. (Include dates if possible.)

### LANGUAGES:

List any languages/dialects that you can speak, read or translate. Please indicate fluency/proficiency for each.  
The following languages are being sought:

Albanian	Hindu	Pashto	Slovak
Arabic (specify country/type)	Hungarian	Persian (specify type)	Spanish
Chinese (specify region)	Indonesian	Portuguese	Turkish
Czech	Italian	Romanian	Ukrainian
French	Japanese	Russian	Urdu
German	Korean	Serbo-Croatian	Uzbek